

**MINUTES OF THE SPECIAL MEETING
OF THE
COMFORT LAKE -FOREST LAKE
WATERSHED DISTRICT
(Reschedule of January 25, 2007 regular meeting)**

TUESDAY, JANUARY 30, 2007

1) **Call to Order**

The President called the special (rescheduled January 25, 2007) meeting to order at 6:30 p.m. at the Forest Lake City Offices, 220 North Lake Street, Forest Lake, Minnesota

Present: Jackie Anderson, Richard Damchik, John Lynch, Jon Spence

Absent: Wayne Moe

Staff: Randy Anhorn, Paul Haik, Travis Thiel, Lisa Tilman

Others: Deb Anderson, Brett Emmons, Beryl Halldorson, Marcey Westrick

2) **Reading and Approval of Agenda**

Motion to approve agenda was made by Manager Damchik and seconded by Manager Anderson. The Motion carried unanimously.

3) **Matters of Public Interest**

4) **Reading and Approval of Minutes**

The chair called for the reading and approval of the minutes of the regular meeting of January 11, 2007.

Motion was made to approve the November 11, 2007 regular meeting minutes with corrections by Manager Anderson and seconded by Manager Damchik. Motion carried unanimously.

5) **Report of Treasurer**

Manager Anderson discussed the Treasurer's Report for January 2007. Manager Anderson highlighted areas which needed to be eliminated from the report (a SRF invoice and Anderson reimbursement) which had been previously paid. Manager Anderson also asked for clarification for on the invoice from Wenck & Associates. Mr. Thene (Wenck), said that he would look into the questions. Additionally, Manager Anderson and Administrator Anhorn are to meet with the accountant to address issues of routing bills/invoices to accurate account codes. A copy of the report is annexed and incorporated by reference.

Motion was made by Manager Lynch to approve the January Treasurer's Report with the explained eliminations, and further clarification of the Wenck invoice. Manager Spence seconded. Motion carried unanimously.

6) **Report of Engineer**

a) Emmons and Olivier Resources (EOR):

Lisa Tilman from EOR discussed their activities for CLFLWD in January 2007. They forwarded comments on the Chisago County Comprehensive Plan update on to Administrator and are currently working on reviews of a hydrology report for the Willow Point redevelopment on Forest Lake, and the stormwater analysis of the Forest Lake Wal-Mart expansion. Mr. Haik mentioned the importance of looking at nutrient loading calculations (especially phosphorus) in addition to runoff rate and volume calculations in these reviews.

Ms. Tilman also mentioned that they downloaded some of the CLFLWD's GIS and CADD information from disk, inventoried the information and included it in the District's data base on EOR's network. This information included 2002 air photos, 2-foot topo contours as well as other transportation, hydrographic, and utility information.

b) Washington Conservation District (WCD)

Travis Thiel of WCD, passed out copies of the draft Comfort Lake – Forest Lake Watershed District 2006 Water Monitoring Report. He asked for comments on the draft report by February 12th.

c) Wenck and Associates

John Thene from Wenck presented an update on the CLFLWD water quality modeling and design services project. Mr. Thene discussed their review of the SRF XP-SWMM H and H model. Thene stated that while the model is not up to a standard for submittal to FEMA, it does meet Wenck's needs for the water quality modeling study. While they are still waiting on a few issues with the SRF model to be resolved, they do not foresee it holding up their modeling effort. Manager Anderson questioned the scope of the SRF study if it didn't meet standards for submittal to FEMA. Mr. Haik stated that the SRF model was to be FEMA compliant and sufficient for floodplain delineation.

Mr. Thene stated the plan to start a stakeholder meeting process, with a first meeting on shallow lake ecology, to be held sometime in February.

Mr. Thene then discussed the potential of expanding the Bone lake portion of the model into a 319-grant level diagnostic study for Bone Lake. Although it would not take much effort to complete said task, Thene did not advise it because it would only marginally improve the chances of receiving a 319 grant. Thene thought a better route would be to complete a TMDL for all three of the impaired water bodies in the CLFLWD (Bone, Comfort, and Shields lake),

and could even be expanded to include lakes which although not yet listed, are expected to be listed as additional data are collected. Although the TMDLs would require some additional work, the Wenck water quality model would fulfill the majority of the needed information. There stated that it would be more economical and useful to complete TMDLs for the listed lakes due to the lower cost and greater potential for money from the Clean Water Legacy.

Administrator Anhorn mentioned a recent phone conversation he had with Craig Affeldt of MPCA where they discussed the CLFLWD water quality model and the potential to be easily converted into a TMDL. Mr. Affeldt conveyed the increased potential for grant monies with an approved TMDL.

Mr. Haik raised potential detriments in which the Board should be aware of if they choose to go the TMDL route. He stated that there are significant regulatory impacts.

Manager Anderson stated that whether we like it or not we are living in a world that includes federal government and state government and they direct us at a local level on what things we can do. It is quite clear after reading the Legislative Audit on Watershed Management that we have to work within the framework that is given to us by the federal and state government.

Manager Anderson Motioned that Anhorn speak with the MPCA and put the information together for the February meeting that would justify the inclusion of a TMDL for the three lakes in the study with Wenck. Manager Damchik seconded. The Motion carried unanimously.

7) **Report of Attorney**

Mr. Haik reported on issues at the legislature. Haik mentioned upcoming legislative hearings of the wetland committee regarding the potential for some wetland legislation and public drainage legislation.

8) **Report of Administrator**

Administrator Anhorn presented an Administrators report memo (a copy of the report is annexed and incorporated by reference). The Administrators report detailed recent correspondence, permit and plan submittals for review, recent meetings with local stakeholders. Anhorn further discussed his desire to incorporate outside speakers for upcoming Board meetings. Speakers at various meetings would include a BWSR representative, a WCD representative discussing their shared education position, as well as other speakers detailing areas of interest to the CLFLWD.

Administrator Anhorn mentioned that the CLFLWD had been notified by Washington County, that the Board of Commissioners had appointed Wayne Moe to fill the vacancy on the CLFLWD Board. Mr. Moe is to fill an unexpired term to September 22, 2009. Administrator Anhorn met with Mr. Moe to distribute and discuss CLFLWD information. Unfortunately Mr. Moe was unable to attend this rescheduled January meeting, but will be available for the

February 22, 2007 meeting. An additional meeting with Mr. Moe is to be set up prior to the February Board meeting and Administrator Anhorn is looking for a Board member to attend as well to give a historical prospective of the CLFLWD.

Administrator Anhorn mentioned that he would like direction from the Board on what they want to accomplish in 2007.

Anhorn also provided a sample survey to be sent to current CLFLWD Advisory Committee (CAC) members, seeking their desire to continue as a member, their goals for the committee, and how often they would like to meet. Anhorn also brought attention to his inclusion of a common reimbursement form for he and the Managers to use to better track their reimbursements. Anhorn also produced a time and effort sheet to better track his time through each day, in order to break apart his hours between general administrative duties and those which implement and manage projects, uphold rules/regulation and goals of the District, and education/outreach with stakeholders/citizens.

Administrator Anhorn mentioned two 2007 budget issues. He is working with WCD and Wenck Associates in order to trim the WCD's proposed 2007 monitoring schedule in order to meet the CLFLWD 2007 budget as well as monitoring needs. Administrator Anhorn mentioned that he will be looking to use volunteers for lake monitoring on Bone, Comfort, Forest, Little Comfort, and Sylvan lakes.

Administrator Anhorn further discussed his worries about holding the line on the District's 2007 legal budget. Anhorn mentioned that he discussed alternatives with President Lynch and the CLFLWD attorney. The three alternatives discussed were; 1) current method of a flat meeting rate, 2) going with a monthly retainer for meetings and basic monthly needs, and 3) have the attorney attend regular Board meeting when the Board deems it necessary. Administrator Anhorn mentioned that his concern with alternatives one and two is that they may leave the District short when the need for legal review and comment is great. Anhorn asked for comments from the Board.

After discussion of the presented alternatives, a Motion was made by Manager Lynch that moving forward we will invite the attorney to the meetings that have legal matters on the agenda, and that the attorney will bill us based on the support that he gives us. The Motion was seconded by Manager Spence and passed on a 3 to 1 vote with Manager Damchik voting against the Motion.

Administrator Anhorn mentioned that because of a conflict with the City of Forest Lake Comprehensive Plan Advisory Committee Meetings, we will be unable to use Council Chambers for our regularly scheduled March through June meetings. Alternative dates where Council Chambers are available were proposed. The Board decided to change the date of the March 2007 Regular Board meeting from Thursday, March 22, to Tuesday, March 27, 2007. The Board will address the April-June conflicts at the February meeting.

Additional conflicts beyond June, 2007 will depend on the completion of the City's Comprehensive Plan, and will be addressed at a later date.

9) **Reports of Officers and Manager**

The Chair called for reports.

Manager Damchik – Manager Damchik raised the idea of holding a workshop to address Administrator Anhorn's request to get input from the Board on a work plan for 2007.

After discussion, a Motion was made by Manager Damchik to hold a workshop to outline CLFLWD's desired accomplishments for 2007. The workshop was scheduled for 6:30 p.m., Thursday, February 8, 2007 in the lower level of Forest Lake City Hall. The Motion was seconded by Manager Anderson. Motion carried unanimously.

Manager Anderson – Manager Anderson provided updates on a few literature articles. Anderson wanted Administrator Anhorn to look into getting additional editions of the Initiative Foundation's IQ magazine which centered on water resource management issues. These magazines could be sent out to our member lake associations.

Manager Spence – Manager Spence presented Administrator Anhorn with materials he received from the new manager's orientation workshop at the November, 2006 MAWD conference. Spence thought they could be copied and passed on to new Board Manager Wayne Moe.

Manager Lynch – Manager Lynch inquired about the tainted groundwater issue in southern Washington County.

10) **Correspondence, Publications and Reports**

11) **Unfinished Business**

Manager Anderson presented a press release and letter to area communities announcing the CLFLWD's hire of a Administrator/Staff Engineer.

A Motion was made by Manager Damchik to distribute the press release and letter to local communities announcing the CLFLWD's hire of Randy Anhorn as its Administrator/Staff Engineer. The Motion was seconded by Manager Anderson. The Motion carried unanimously.

12) **New Business**

Administrator Anhorn brought up the Office of Legislative Auditors (OLA) report on Watershed Management. Anhorn gave a quick overview of the OLA report and in particular, the CLFLWD case study. He stated that although we can argue specific points and opinions in the report, the perception, held by the auditor (formulated through interviews with our stakeholders and peers, through interviews w/ BWSR, MPCA, DNR, citizens, local communities, and other entities), is that CLFLWD is underperforming in numerous areas. Anhorn stated that this is a good opportunity for us to address areas where we are falling short.

Anhorn also mentioned that the OLA report also addressed areas where BWSR could provide better oversight to watershed districts, especially those which are underperforming.

Because of the OLA report revealing the low performance of CLFLWD and the lack of guidance from BWSR, Anhorn stated that he thought this presented a great opportunity for CLFLWD to partner with BWSR to address these issues collectively.

Manager Damchik stated his desire for the CLFLWD to become one of the upper echelon watershed districts in the state.

13) **Adjournment**

Motion to adjourn CLFLWD special (rescheduled) meeting was made by Manager Damchik and seconded by Manager Anderson. Motion carried unanimously.

Richard P. Damchik, Secretary

ATTACHMENTS:
Treasurer's Report